

**N O T I C E**  
RFP#40-00016

**TITLE:** COMPUTER EQUIPMENT, SOFTWARE, PERIPHERALS, AND RELATED SERVICES

**PURPOSE:** The New Mexico State Purchasing Agency (NMSPA) is requesting proposals from computer equipment manufacturers on behalf of the State of New Mexico, the National Association of State Procurement Officials (NASPO) and the Western States Contracting Alliance (WSCA). The purpose of this Request for Proposals (RFP) is to establish master price agreements on a competitive basis with qualified computer equipment manufacturers who shall supply servers and other computer equipment as well as general purpose software, local area network (LAN) hardware, peripherals, maintenance and support services to authorized purchasers nationwide. Peripheral, LAN and/or hardware component manufacturers are excluded from this solicitation as well as all computer equipment, peripheral, LAN hardware and software resellers.

To qualify for this solicitation offerors must, at a minimum, manufacture a computer server as specified in Section IV, Paragraph B2a the RFP document. In addition, offerors must propose an equipment takeback program.

**INFORMATION:** This procurement will result in a limited multiple source award. The price agreement(s) that result from this procurement will begin on February 13, 2004 for a term of three calendar years. The price agreements may be renewed on an annual basis for three additional one-year terms or portions thereof. The agreements shall not exceed a maximum of six calendar years in duration.

NASPO is a non-profit association dedicated to strengthening the procurement community through education, research, and communication. It is made up of the directors of the central purchasing offices in each of the 50 states, the District of Columbia and the territories of the United States. NASPO is an organization through which the member purchasing officials provide leadership in professional public purchasing, improve the quality of purchasing and procurement, exchange information and cooperate to attain greater efficiency and economy.

WSCA is a cooperative group-contracting consortium for state government departments, institutions, agencies and political subdivisions (i.e., colleges, school districts, counties, cities, etc.) for the states of Alaska, Arizona, California, Colorado, Hawaii, Idaho, Minnesota, Montana, Nevada, New Mexico, Oregon, South Dakota, Utah, Washington, Wisconsin and Wyoming.

**ISSUANCE:** The Request For Proposals (RFP) document shall be available on October 3, 2003. Potential offerors interested in obtaining a copy of the RFP document may access and download the document from the Internet at the following address:

<http://www.state.nm.us/spd/rfp4000016.html>

**PRE-PROPOSAL CONFERENCE:** A pre-proposal conference will be held on October 10, 2003 beginning at 11:00 A.M. Mountain Daylight Time at the Bid Opening Room, first floor, Joseph M. Montoya State Office Building, 1100 St. Francis Drive, Santa Fe, New Mexico. Attendance at the conference is highly recommended as the required equipment configurations will be finalized at the conference, but attendance is not a prerequisite for submission of a proposal. Potential offerors are advised the pre-proposal conference room space is limited. Therefore, **only three representatives per potential offeror will be seated**. Additional representatives will be seated if space is available.

**PROPOSAL DUE DATE AND TIME:** Proposals must be received by the Procurement Manager, Mr. Terry Davenport (505-827-0493, [terry.davenport@state.nm.us](mailto:terry.davenport@state.nm.us)) or his designee, at the State Purchasing Division, Joseph M. Montoya Building, Room 2016, 1100 St. Francis Drive, Santa Fe, New Mexico 87505 no later than 2:00 PM, Mountain Standard Time on November 12, 2003. Proposals received after the deadline will not be accepted. Additional copies of offeror proposals must be delivered to the evaluating states as specified in the RFP document.